

# Clermont County Local Emergency Planning Committee

## Meeting Minutes January 16, 2014

Attendees: Karen Alsip, Bonna Bauer, Paul Braasch, Pam Broughton, Ben Chew, Keven Clouse, Melissa Crain, Dwight Culbertson, Mark Day, Otto Huber, Paul Kamphaus, John Kiskaden, David McCune, Julianne Nesbit, Thomas Patt, Melinda Payne, Kevin Riley, Laurie Schlueter, Karl Schultz, John Thebout and Bob Welch.

Topic	Discussion	Action Items
Call to Order	The meeting began at 1:35 pm with the Pledge of Allegiance.	
Approval of the Minutes	A motion was made by Paul Braasch and seconded by John Kiskaden to adopt the minutes from the September 19, 2013 meeting. The motion passed.	
Ongoing Business		
Spills	<p>Three hazmat spills were reported between September 18<sup>th</sup>, 2013 and January 16<sup>th</sup>, 2014.</p> <ul style="list-style-type: none"> <li>November 21, 2013 – fuel oil tank spill (less than 25 gallons) in Pierce Township.</li> <li>December 2, 2013 – propane truck accident in Monroe Township.</li> <li>December 7, 2013 – gasoline spill at filling station in the Village of Bethel (less than 23 gallons)</li> </ul> <p>The Elk River-Ohio River HazMat Spill was discussed. Ohio River Valley Water Sanitation Commission (ORSANCO) and the Greater Cincinnati Water Works models forecast the arrival in Clermont County at 7:00 AM Wednesday, January 15<sup>th</sup>. Mark Day reported that, as a precaution, the PUB Well Field was shut down at the river. The wells were reopened Wednesday evening (January 15<sup>th</sup>) in limited quantities. Unrestricted operation of the wells was to begin at 8:00 PM Thursday, January 16<sup>th</sup>. Ohio River Samples contained 30 parts per billion of Crude MCHM (4-methylcyclohexanemethanol), well below the threshold of 30 parts per million. The Clermont County Water Resources Department was able to meet the local water supply demands during this period while the PUB Well Field was shut down. EMA has requested information from Ohio EMA concerning the process for seeking reimbursement from the spiller. Mark Day reported that their cost were minimal.</p>	
Information Requests	EMA received one information request since September 19, 2013. The request was for spill history on a parcel of land located at 2727 Moraine Way in Batavia Township.	
Tier II Reports	<p>Tier II Reporting is due by March 1, 2014. The SERC will be sending out updated Facility Reporting Compliance Manuals (electronically). Hard copies are available by request to the SERC. EMA will have a few copies on hand as well.</p> <p><b>Facility Reporting Requirement Changes for 2013</b></p> <ul style="list-style-type: none"> <li>Chemical Inventory Report has been modified (effective January 1, 2014). Facilities must use the “NEW CHEMICAL INVENTORY REPORT.” A no change form will not be accepted.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Tier2 Submit software has been updated to account for the new data elements: <a href="http://www2.epa.gov/epcra-tier-i-and-tier-ii-reporting/tier2-submit-software">http://www2.epa.gov/epcra-tier-i-and-tier-ii-reporting/tier2-submit-software</a></li> <li>• <b>New Data Elements</b> <ul style="list-style-type: none"> <li>○ Latitude and Longitude.</li> <li>○ If the location is manned or unmanned.</li> <li>○ An estimate of the maximum number of occupants present at any one time.</li> <li>○ The phone number is now optional.</li> <li>○ If applicable, Facility identification numbers assigned under the Toxic Release Inventory (TRI) and Risk Management Program.</li> <li>○ An indication if facility is subject to the emergency planning notification requirement under Section 3750.05 of the Revised Code.</li> <li>○ An indication whether the facility is subject to the chemical accident prevention requirements under Section 112(r) of the Clean Air Act (CAA), codified in 40 CFR part 68, Chemical Accident Prevention Provisions, also known as the Risk Management Program.</li> <li>○ The name, mailing address, phone number and email address of the owner or operator of the facility.</li> <li>○ The name, title, phone number, 24-hour phone number and email address of the facility emergency coordinator, if applicable.</li> <li>○ The name, title, phone number and email address of the person to contact regarding information contained in the Tier II form.</li> <li>○ The name, title, phone number and email address of at least one local individual that can act as a referral if emergency responders need assistance in responding to a chemical accident at the facility. An emergency phone number which will be available 24 hours a day, 365 days</li> <li>○ <i>Mixture</i>: If reporting a mixture, enter the mixture name, product name or trade name as provided on the Material Safety Data Sheet (MSDS) and provide the Chemical Abstract Service (CAS) registry number of the mixture provided on the MSDS. <u>If the mixture contains EHS(s), provide the name(s) of each EHS in the mixture.</u> Facility also has an option to report the non-EHS hazardous components in the mixture.</li> <li>○ The type of storage for the hazardous chemical or the mixture containing the hazardous chemical. Examples for types of storage: above-ground tank, plastic or non-metallic drum, steel drum, cylinder, rail car, etc. <b><u>NO MORE CODES; MUST</u></b></li> </ul> </li> </ul>	
--	--	--

	<p><b><u>WRITE IN DESCRIPTION.</u></b></p> <ul style="list-style-type: none"> <li>○ The storage conditions for the hazardous chemical or the mixture containing the hazardous chemical. Examples for types of storage conditions: ambient pressure, ambient temperature, less than ambient temperature/pressure, cryogenic conditions, etc. <b><u>NO MORE CODES; MUST WRITE IN DESCRIPTION.</u></b></li> <li>○ Provide a brief description of the precise location(s) of the hazardous chemical(s) or the mixture(s) at your facility. <b><u>NO MORE CODES; MUST WRITE IN DESCRIPTION.</u></b></li> <li>○ <b><u>New RANGE CODES</u></b> Weight range in pounds (From To)  01 ..... 0 – 99  02 ..... 100 -499  03 ..... 500 - 999  04 ..... 1,000 - 4,999  05 ..... 5,000 - 9,999  06 ..... 10,000 - 24,999  07 ..... 25,000 - 49,999  08 ..... 50,000 - 74,999  09 ..... 75,000 - 99,999  10 ..... 100,000 - 499,999  11 ..... 500,000 - 999,999  12 ..... 1,000,000 - 9,999,999  13 ..... 10,000,000 - (*)  Greater than 10 million</li> </ul> <p>Due to the loss of funding, the E-Plan software will not be available for Tier II reporting.</p>	
Greater Cincinnati HazMat Unit (GCHMU) Contract	<p>The contract with the Greater Cincinnati HazMat Unit was approved by the Board of County Commissioners in December and the invoice has been paid for the period of January 1<sup>st</sup> through December 31<sup>st</sup>, 2014.</p> <p>GCHMU is in the process of revising their by-laws. The group discussed concerns about the representation on the GCHMU Board. Clermont County is the third largest contributor to the GCHMU and there is concern that smaller contributors could potential out-vote the larger contributors. This is particularly concerning as future funding issues and rate increases are discussed. The LEPC recommended drafting an e-mail to the GCHMU stating this concern and recommend the By-laws Committee reevaluate the Boards representation based on population served.</p>	<ul style="list-style-type: none"> <li>• EMA to draft email addressing specific concerns to Chief Don Bennett at GCHMU.</li> </ul>

Annual Exercise	<p>The Wayne Township hazmat spill response in August, 2013 has been approved by SERC for full-scale exercise credit. We have met 8 of the 13 required objectives that must be tested during the 4 year exercise cycle. For 2015, we can begin planning either a tabletop or functional exercise.</p> <p>Clermont Mercy Hospital is required to complete an exercise every calendar year. We may look at holding the exercise in the last quarter of 2014.</p>	
WebEOC Training	<p>Melinda Payne, Systems Analyst/WebEOC Administrator, conducted several basic WebEOC Training classes in September and October, 2013. More in-depth training is being scheduled for March, 2014.</p> <p>Melinda reported that she is in the process of cleaning up WebEOC, so if you experience any problems, please contact Melinda Payne at <a href="mailto:mpayne@clermontcountyohio.gov">mpayne@clermontcountyohio.gov</a> or (513) 735-8621 for assistance.</p>	
2013 Budget	A copy of the budget is attached to the minutes.	
Hazardous Material Emergency Preparedness (HMEP) Grant	<p>The 20<sup>th</sup> Year HMEP Grant closed on September 30, 2013. Clermont County received the full federal reimbursement approved within the grant. No supplemental funds were made available for the overages in exercise expenses.</p> <p>The 21<sup>st</sup> Year Grant Application has been submitted to OEMA. Clermont County requested \$400 (local match \$100) Planning funds to cover expenses to update the HazMat Plan and \$3600 (\$900 local match) in Training funds for the Managing Gas Emergencies for 1<sup>st</sup> Responders course.</p>	
FY14 State Emergency Response Commission Grant	The FY14 SERC Grant application has been completed and has been submitted to the Board of Commissioners for approval. The Grant application is due February 1, 2014 for the period of July 1, 2014 through June 30, 2015.	<ul style="list-style-type: none"> <li>Once approved by the BCC, EMA will submit the application to SERC.</li> </ul>
<b>State Homeland Security Program (SHSP)</b>	<p><b>FY11 SHSP – Awarded to Clermont County EMA</b></p> <p>A copy of the FY11 State Homeland Security Program Grant budget is attached. There are two projects that are remaining: The Sheriff’s Special Response Team ballistic vests and the EOC Technology.</p> <p>Pam Broughton reported that the Sheriff’s Office was able to find funding for the ballistic vests that was approved at the previous meeting. The Sheriff’s Office has requested the funds be used to purchase ballistic shields and leg guards. The group agreed to change the allocation of the</p>	<ul style="list-style-type: none"> <li>Bluegrass Pipeline will be added to future LEPC agendas</li> <li>Coast Guard approval to transport fracking by-products via barge will be added to next LEPC agenda.</li> </ul>

	<p>funds to acquire the ballistic shields and leg guards.</p> <p><b>A motion was made by Otto Huber and seconded by Paul Braasch to change the allocation of funds for the purchase of ballistic vests to the purchase of ballistic shields and leg guards. The motion passed.</b></p> <p>The lease at the Red Barn storage space will expire at the end of April. The three WMD Trailers and the Coroners' trailer will need to be moved. The group discussed the possibility of partnering with agencies or local industries for the storage of these trailers. The group discussed the original purpose of the trailers and the sustainment costs. It was discussed if the equipment would be useful in detecting/responding to gas leaks. The group discussed the Bluegrass Pipeline and the potential impact it could have on the county. Kevin Riley and Otto Huber stated that some of the equipment such as the detection equipment could be used for gas leaks however most of the equipment would not be very useful due to the flammability hazard.</p> <p>The group also discussed the pending Coast Guard approval to allow the transport fracking by-products down the Ohio River via barge.</p> <p><b>FY13 SHSP</b>  The FY13 SHSP is a competitive grant. Brown, Butler, Clermont, Hamilton and Warren County Emergency Management Agencies submitted five projects in a regional application. Two of the projects were approved for funding:</p> <ul style="list-style-type: none"> <li>• Sustainment of the Regional Training Program      Not Funded</li> <li>• Sustainment of RAVEN 911      Not Funded</li> <li>• Sustainment of the Type I HazMat teams      Funded</li> <li>• Sustainment of Dive Team (Task Force 1)      Funded</li> <li>• Sustainment of Incident Management Teams      Not Funded</li> </ul> <p>The grant performance period ends on August 31, 2015.</p>	<ul style="list-style-type: none"> <li>• Chief Riley and Chief Huber will be invited to future meetings on the Bluegrass Pipeline</li> </ul>
<b>New Business</b>		
SNS Plan – Mass Prophylaxis Plan Review	<p>Julianne Nesbit, Health Commissioner, with the Clermont County General Health District conducted a review of the Strategic National Stockpile (SNS) Mass Prophylaxis Plan. Ms. Nesbit reviewed the structure of the plan under ESF8 and the supporting tabs of the plan including a review of the main Point of Dispensing (POD) Plan, Drive-Thru POD Plan, First Responder Plan, Transportation Plan, Closed POD Plan, Antiviral Distribution Plan and Homebound Dispensing</p>	

	Plan. Ms. Nesbit further covered staffing and management at the PODS, ICS at the PODS, POD locations, standing orders and request procedures. Ms. Nesbit indicated the Health District has worked with specific support agencies listed in the plan to ensure they understand their roles and responsibilities and asked the committee for any feedback or comments concerning the plan. No questions or comments were made after the review of the plan.	
Dangerous Wild Animal Response Plan	<p>Pam Broughton provided an overview of the County Dangerous Wild Animal Response Plan. The Plan outlines the response actions to be taken should a dangerous wild animal and/or a restricted snake be released or escape.</p> <ul style="list-style-type: none"> <li>• Direction and Control <ul style="list-style-type: none"> <li>○ Local Law Enforcement will be the lead agency</li> <li>○ If the incident exceeds the capacity of the local jurisdiction, the EOC may be activated</li> </ul> </li> <li>• Responsibilities <ul style="list-style-type: none"> <li>○ Local Law Enforcement will: confirm the release and then notify Dispatch; take appropriate action to minimize risk to the public; coordinate with ODA to transport animal</li> <li>○ Dispatch – make appropriate notifications to LE, EMA, and ODA</li> <li>○ Fire/EMS – Coordinate Fire/EMS response</li> <li>○ EMA – Activate EOC if required; assist with public information, request state assistance</li> <li>○ Health District – provide public health services to minimize zoonotic disease outbreaks; assist ODA with identifying and contacting veterinarians and volunteers; coordinate with ODH</li> </ul> </li> <li>• The Plan is due to Ohio Department of Agriculture by February 28<sup>th</sup>. The Plan has been sent out electronically, if you have any changes, please submit them by January 30<sup>th</sup> to <a href="mailto:pbroughton@clermontcountyohio.gov">pbroughton@clermontcountyohio.gov</a></li> <li>• As of 2013, there were 20 dangerous wild animals registered in Clermont County.</li> <li>• As of 2014, Dangerous Wild Animal Owners were required to get a wildlife sanctuary permit. To get a permit, the owner had to submit a response plan to the local law enforcement agency.</li> <li>• 2014 is the first year snakes were required to be reported.</li> </ul>	<ul style="list-style-type: none"> <li>• EMA will submit Plan to the BCC for their adoption and then forward to ODA for their approval.</li> </ul>
<b>Other Business</b>		
Commodity Flow Study	The study has been completed. Copies of the study, both electronically and hard copy, are available.	
All-Hazard	The Plan was approved by FEMA on January 7, 2014.	<ul style="list-style-type: none"> <li>• EMA will submit to the</li> </ul>

Mitigation Plan		Board of County Commissioners and the municipalities for adoption.
Emergency Operation Plan (EOP)	EMA is looking to update the Base Plan and re-evaluate the current structure of the Plan, e.g. Emergency Support Functions versus Functional Annexes.	
<b>Department Reports</b>		
Training	<p>Following is a list of regional training opportunities (January through March, 2014): To register, contact Barry Webb, <a href="mailto:barry.webb@hamilton-co.org">barry.webb@hamilton-co.org</a> or 513-263-8059.</p> <ul style="list-style-type: none"> <li>• Introduction to Computer-Aided Management of Emergency Operations (CAMEO) Suite, March 18-20 from 8:00 AM to 5:00 PM. 24 hour course; Great Oaks Instructional Resource Center (3254 E. Kemper Road, Sharonville)</li> <li>• Senior Officials Workshop – Thursday, February 20, 2014 from 9:00 AM to 4:00 PM. The training will be held at the Clermont County Engineer's Office (2381 Clermont Center Drive, Batavia, Ohio 45103)</li> <li>• ICS-300, February 26-28, 2014 from 8:00 AM – 5:00 PM on Day 1 &amp; 2 and 8:00 AM to 1:30 PM on Day 3; at Anderson Center, 7850 Five Mile Road, Cincinnati, Ohio 45230</li> <li>• Awareness and Response to Biological Events, February 26, 2014 from 8:00 AM to 4:00 PM at the Symmes Township Safety Center, 8871 Weekly Lane, Symmes Township, Ohio</li> <li>• Mass Fatalities Incident Response (G386), March 4-5, 2014 from 8:00 AM – 5:00 PM at Atrium Medical Center, One Medical Center Drive, 5<sup>th</sup> Floor Auditorium, Franklin, Ohio 45005</li> <li>• Weather Spotter Training – Tentative Thursday, February 27, 2014 from 6:30 PM to 8:30 PM. The Training will be held at the Grant Career Center (718 West Plane Street, Bethel, Ohio 45106). To register, contact EMA at (513) 732-7661 or <a href="mailto:clermontema@clermontcountyohio.gov">clermontema@clermontcountyohio.gov</a></li> </ul>	
EMA Report	<ul style="list-style-type: none"> <li>• The National Weather Service has renewed Clermont County's Storm READY designation. Clermont County has been a Storm Ready Community since 2007.</li> </ul>	<ul style="list-style-type: none"> <li>• EMA will update the SOSINK-UASI</li> </ul>

	<ul style="list-style-type: none"> <li>• Citizen Corps Council Meeting, Tuesday, January 28<sup>th</sup> at 1:30 PM in the EOC</li> <li>• Ohio Flood Response Planning Meeting, Wednesday, January 29<sup>th</sup> at 2:00 PM in the EOC.</li> <li>• Tri-State Community Organizations Active in Disaster (COAD) Meeting, Tuesday, January 21, 2014 from 10:00 AM – 12:00 PM at the American Red Cross (2111 Dana Ave.)</li> <li>• SOSINK (Southwest Ohio, Southeast Indiana, and Northern Kentucky) – Urban Area Security Initiative (UASI) meeting, Tuesday, February 4, 2014 at 1:30 PM - 3:30 PM at Hamilton County EMA (2000 Radcliff Drive, Cincinnati, Ohio 45202)</li> </ul> <p>The group discussed sending a letter updating the Clermont County representation to the SOSINK-Urban Area Security Initiative (UASI). Our current representatives are Commissioner Ed Humphrey, Fire Chief Otto Huber, and Health Commissioner, Marty Lambert (retired).</p> <p><b>A motion was made by John Kiskaden and seconded by Thomas Patt to designate Edwin Humphrey, Otto Huber and Tim Kelly as the designated members for SOSINK.</b></p>	representation.
General Health District	Julianne Nesbit reminded people that the flu season is upon us and suggest that people strongly consider getting a flu shot.	
Next Meeting	The next meeting will be April 17, 2014 at 1:30 p.m. in the Emergency Operation Center.	
Adjournment	A motion was made by Pam Broughton and seconded by Otto Huber to adjourn the meeting. The motion passed and the meeting was adjourned at 3:13 pm.	